

Request for Records Disposition Authority

Records Schedule Number **DAA-0378-2014-0011**
Schedule Status **Approved**

Agency or Establishment **Economic Development Administration**
Record Group / Scheduling Group **Records of the Economic Development Administration**
Records Schedule applies to **Major Subdivision**
Major Subdivision **Office of Innovation and Entrepreneurship**
Schedule Subject **Records of the office of Innovation and Entrepreneurship**
Internal agency concurrences will be provided **No**

Background Information **The Office of Innovation and Entrepreneurship focuses on promoting and supporting high-growth entrepreneurship and accelerating commercialization of federally funded research, both in federal laboratories and at universities. It develops and implements new initiatives and programs to achieve the goals of the Office of Innovation and Entrepreneurship. OIE additionally supports the National Advisory Council on Innovation and Entrepreneurship.**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	1	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0378-2014-0011

Sequence Number

1

National Advisory Commission on Innovation and Entrepreneurship Files Disposition Authority Number: DAA-0378-2014-0011-0001
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Records Schedule Items

Sequence Number		
1	<p>National Advisory Commission on Innovation and Entrepreneurship Files</p> <p>Disposition Authority Number DAA-0378-2014-0011-0001</p> <p>Records pertaining to the membership, agendas, minutes of meetings, materials related to the establishment of the Commission, and includes reports and recommendations.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off files at the end of the calendar year</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after cutoff</p> <p>Additional Information</p> <p>First year of records accumulation 2010</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 2010 To 2011</p> <p>How frequently will your agency transfer these records to the National Archives? Every 1 Years</p>	
	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	1 Cubic feet	.5 Cubic feet
Microform		

Hardcopy or Analog Special Media		
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Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
11/08/2013	Certify	Malinda Matson	Congressional Affairs Specialist	Economic Development Administration - Legislative Affairs
05/27/2014	Submit for Concurrence	John Hulmston	Senior Records Analyst	National Archives and Records Administration - Records Management Services
06/02/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/02/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/05/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist